

Minutes of IFCA Board Meeting

Monday, February 4, 15:00 GMT.

By Conference Call

Present: Ray Hirschfeld, Director, Treasurer, Chair
Sven Dietrich, Director, President
Tyler Moore, Director, Vice President
Burton Rosenberg, Director, Secretary
Moit Yung, Director

Minutes

- Meeting called to order 10:00 EST/15:00 GMT.
- Minutes of Dec 13 and Dec 18 meetings accepted.

Review of Actions Items

- Sven to investigate a student stipend grant from NSF. To work with Kazue.
- Sven to reach out to the people he knows in Korea for FC13 publicity. In progress.
- Tyler to write GC guidelines. In progress.
- Tyler to study exactly how to organize the archive of IFCA documents and the referencing from the conference program page of the conference papers. A proposed site is now available.
- Tyler to discuss with Sean dropping Jamaica as a candidate location for a future FC. In progress.
- Moti to write PC guidelines. In progress.
- Moti to send due diligence to C.E.G., or to Burt. In progress.
- Burt to get C.E.G. to quote a price for its services, including bills for past work. Completed, as we await a response from C.E.G.
- Ray to draft a new copyright form. In progress.
- Ray to contact Google to repeat their student sponsorship program of last year, in progress.
- *Action item.* Burt to provide Ray with information about FC attendance demographics, as requested by Google.
- Ray to draft IFCA bylaw amendments for presentation to membership at the next AGM. In progress.

Report of director activities of this period

- Directors activities were reported; see appendix.

FC13 Okinawa

- Ray opens the floor to director's concerns about FC13.
- Sven is concerned about Okinawa being perceived as too far away. Suggests a re-doubling of efforts to supply travel information to help prospective participants commit to the trip.
- Ray reports that his discussions with JAL concerning travel discounts have not yielded satisfactory results; that the hotel reservation page is up, but untested; and that the PHP registration page has been reworked, particularly to accept Yen.
- *Action item:* Ray asks the board to alpha test the registration software.
- Sven continues to solicit for sponsorship, but has not bright leads at the moment.
- Ray is soliciting Everbank and Google for sponsorship. Ray is waiting for Burt to provide requested demographic information, requested by Google in support of their sponsorship consideration.
- Kazue is pursuing sponsorship in Japan.
- Ray reports that the ONRG grant is entangled in paperwork, and he is working to resolve the difficulty by harmonizing IFCA's registration addresses.
- Burt has solicited Squareup with little success.
- Burt to follow up on the insurance quote.
- Sven will cancel WECSR, due to lack of participation.
- *Action item:* Ray will check with the workshop chairs about the state of the other workshops.
- Tyler suggests that we advertise our keynote speaker. The board suggests scheduling the keynote speaker so that participants of both the conference and workshop can attend the keynote.
- Ray to update the copyright agreement. IFCA's copyright agreement is more restrictive than what Springer currently requires. Given the time constraints, FC13 authors will sign the existing IFCA copyright agreement. Ray notes that most authors have no trouble with that agreement, but IFCA wishes to accommodate those who do and is moving towards this goal.
- The current agreement with Springers allows for posting of papers to the author's own website and to the IFCA website. Tyler has proposed a system of organizing the conference papers on a web site. Ray invites Tyler to move the proposed system to the IFCA servers when the system is ready. Moti suggests that we attempt to get scans, or other electronic versions, of older papers, for the website.

Future FC planning

- The board continues planning for FC14 Barbados.
- The Intercontinental in Puerto Rico has responded with a proposal for FC15.
- The board will put together a committee for the FC16 Anniversary Edition of FC.
- Ray asks for suggestions for FC17.
- Sven inquires as to financial position. Ray says the Dec 31 statement shows \$124,235.24 with Everbank, and around \$2,000 in Anguilla. This amount is prior to any expenditures for FC13.

IFCA corporate/association business

- Ray to draft motions to be considered by the Board and by the membership at the AGM. Notably: to drop the restriction against directors serving on the program committee; and to adjust the term of membership to be a calendar year.

New and concluding business

- The chair invites the board to propose new business. No new business is proposed.
- Next meeting Monday, 4 March, , at 10:00 EST/15:00 GMT.
- The chair hearing no objection, the meeting is adjourned at 10:51 EST/15:51 GMT.

Appendix: Agenda

- minutes of previous meeting(s)
- review of action items
- report of activities this period
- FC13 Okinawa
- Future FC planning
- IFCA corporate/association business
- new and concluding business
 - next meeting date

Appendix: Activities of Directors

* Tyler's Activities

- Developed prototype website for hosting proceedings of past conferences at <http://lyle.smu.edu/~tylerm/fcpub/>
- Will add links to actual papers and presentations when they are available, and make changes based on feedback from directors. My goal is to have this live by FC13 to present to members at the general meeting.

* Moti's Activities

- Suggesting and tracking William Saito for a keynote. This has to be confirmed and publicized.
- Followed Ray's email exchange w/ Google.

* Ray's Activities:

- discussed keynote/invited speakers with Ahmad
- contacted EverBank concerning FC13 sponsorship
- followed up with Google concerning FC13 sponsorship
- contacted ONRG concerning FC13 grant, introduced Kazue
- sent FC12 proceedings to ONRG
- finalized FC13 working budget with Kazue
- followed up with JAL concerning air fares to Okinawa
- followed up with InterContinental San Juan concerning FC15 proposal
- followed up with Accra & WIIT concerning FC14 proposal
- sent reminder to Steven Murdoch concerning FC11 budget
- contacted Adam Shostack concerning FC 20th anniversary
- attended Amsterdam MICEExperience workshop (no cost to IFCA)
- DUNS update and SAM registration (in progress)
- contacted ANA concerning airfares to Okinawa
- updated online registration system for FC13

- usual treasurer and chair duties

* Sven

- Normal duties of president
- Worked with Bitcoin for sponsorship and possible talks.
- Work with Kazue towards the NSF grant propose.

* Burt

- Normal duties of secretary

Appendix: Open Action Items _____

1. Sven and Kazue to submit NSF grant proposal.
2. Sven to reach out to the people he knows in Korea for FC13 publicity.
3. Tyler to discuss with Sean dropping Jamaica as a candidate location for a future FC.
4. Moti to write PC guidelines.
5. Moti to send due diligence to C.E.G., or to Burt.
6. Board members to alpha test the registration software.
7. Ray to draft a new copyright form.
8. Burt to provide Ray with FC demographics, as requested by Google for the purpose of their sponsorship.
9. Ray to draft IFCA bylaw amendments for presentation to membership at the next AGM.
10. Ray will check with the workshop chairs about the state of the other workshops.

End of Minutes _____